

CITY OF MIAMI BEACH - VACANCY REPORT AS OF - AUGUST 2015

Department/Classification	Number of Vacancies	Months Vacant	Justification for Long-term Vacancy	Enhance-ments	Enhance-ment Approval Date	Annual Salary (Exclusive of Benefits) Times Number of Vacancies	Comments
CIP							
Senior Capital Projects Coordinator (3014)	1	15	Having difficulty finding candidates with senior project management experience. Currently in the process of hiring a candidate.			\$84,419	
						\$84,419	
Code Compliance							
Administrative Aide I (2112)	1	12	Candidate selected.	1	10/30/14	\$37,120	Candidate selected
Code Compliance Manager (3154)	1	11	Active recruitment. Having difficulty finding a candidate with field AND management experience.	1	09/30/14	\$66,420	Active recruitment
Code Compliance Officer I & II (3157 - 3158)	6	10 to 11	Active recruitment with a stringent selection and background process.	6	09/30/14	\$132,969	Active recruitment
Total vacancies in Code Compliance						\$236,509	
Emergency Management							
Communications Operator (5214)	4	2 to 11	Positions will be reclassified to dispatcher trainees to stay in line with the organization's work plan.			\$172,128	
Complaint Operator II (5213)	1	15	Positions will be reclassified to dispatcher trainees to stay in line with the organization's work plan.			\$44,323	
Dispatcher Trainee (8014)	5	4 to 5	35 candidates have been tested and interviewed and are in background checks.			\$215,160	Candidates selected
Total vacancies in Emergency Management	10					\$431,612	
Fleet							
Mechanic II (4333)	1	16	It has been very difficult to find qualified candidates for these mechanic positions despite advertizing their availability on several occasions. One person was assigned to work for the City through a temporary staffing agency. A new-hire did not make it through the probationary period and four other candidates failed to complete the pre-employment background screening successfully.			\$40,535	Candidate selected
Mechanic III (4332)	1	28	It has been very difficult to find qualified candidates for these mechanic positions despite advertizing their availability on several occasions. One person was assigned to work for the City through a temporary staffing agency. A new-hire did not make it through the probationary period and four other candidates failed to complete the pre-employment background screening successfully.			\$44,742	
						\$85,277	
Human Resources							
Senior Human Resources Specialist (1712)	2	5 to 16	Having difficulty finding candidates with public sector experience and with excellent writing and analytical skills			\$132,840	Candidates selected
						\$132,840	
Parking							
Parking Dispatcher (1819)	1	24				\$41,779	Candidate selected
Parking Meter Technician I (1807)	1	22	Management has been assessing the workload related to servicing parking pay stations, due to a change in technology, to determine whether the position should be full-time or part-time.			\$40,562	Active recruitment
						\$82,340	
Parks and Recreation							
Irrigation Systems Supervisor (6012)	1	29	This position was not filled in anticipation of the new grounds maintenance contract. The contracting process took longer than expected, and was executed in March of 2015. After additional evaluation, we have determined to reclassify this position to one that meets our current needs.			\$47,007	
Municipal Service Worker III (4105)	1	24	The recruitment for this position is underway. The Department was assessing its needs based on the recent changes with the assignment of property management and the grounds maintenance contracts.			\$38,581	
Park Ranger (6140)	5	11	This is a new program and the Sergeant in charge was not assigned until May 2015. The recruitment resulted in a high number of candidates which prolonged the selection process.	5	09/30/14	\$246,935	Candidates selected
Park Ranger Supervisor (6141)	1	11	This is a new program and the Sergeant in charge was not assigned until May 2015. The recruitment resulted in a high number of candidates which prolonged the selection process.	1	09/30/14	\$51,887	Candidate selected
Recreation Leader II (6117)	1	11	This position was vacated at the time that several changes in recreation were being implemented. Staff specifically held off on filling to assess the needs in that division.			\$36,722	
Recreation Attendant (6108)	3	2 to 17	As a result of the many changes occurring in the Parks Department, these positions will be reclassified to better suit the current needs.			\$86,061	

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						\$507,193	
Police							
Detention Officer (5305)	2	31	Historically, these vacancies are difficult to fill. The pay range was recently increased to make the job more attractive.			\$85,172	Active recruitment
Police Officer (5011)	13	2 to 14	There will only be 3 police officer vacancies as of September 21.			\$711,071	Active recruitment
						\$796,243	
Public Works							
Assistant Pumping Mechanic (4015)	1	72	Active recruitment - Position recently advertised, currently reviewing applications			\$36,722	Active recruitment
Construction Manager (1551)	2	8 to 19	Active recruitment - Positions currently being advertised for a second time (one of them is an enhancement, the second one is a recent vacancy). Finding qualified candidates is proving to be a challenge.			\$114,547	Active recruitment
Heavy Equipment Operator I (4104)	5	5 to 27	Active recruitment - Positions recently advertised, currently reviewing applications			\$202,671	Active recruitment
Municipal Service Worker I (4107)	38	10 to 150	Operations - Storm, Sewer, and Water groups have 7 temporary employees filling these roles. Continuous evaluation underway to determine if the job classification is appropriate for the tasks being performed.			\$1,145,299	Using temporaries
Municipal Service Worker II (4106)	11	1 to 49	Sanitation - Active Recruitment - Interviews recently took place, candidates selected and in background process			\$332,683	Active recruitment
Pumping Operations Supervisor (4011)	1	44	The Department has been addressing the duties of this position with a current employee working out of classification; giving the employee the opportunity to learn and management the ability to evaluate growth in his skills set. The position will be filled permanently in the near future.			\$56,459	
Sewer Supervisor (4006)	2	53 to 84	Active recruitment - interviews scheduled.			\$94,014	Active recruitment
						\$1,982,396	